



Jacqui Sinnott-Lacey
Chief Operating Officer
52 Derby Street
Ormskirk
West Lancashire
L39 2DF

Tuesday, 14 July 2020

TO: THE MAYOR AND COUNCILLORS

Dear Councillor,

You are summoned to a meeting of the **COUNCIL** to be held on **SKYPE** on **WEDNESDAY, 22 JULY 2020** at **7.30 PM** at which your attendance is requested.

Yours faithfully

A handwritten signature in black ink, appearing to be 'JS', enclosed in a rectangular box.

Jacqui Sinnott-Lacey
Chief Operating Officer

AGENDA
(Open to the Public)

PAGE(S)

1. **PRAYERS**

2. **APOLOGIES**

3. **DECLARATIONS OF INTEREST**

If a member requires advice on Declarations of Interest, he/she is advised to contact the Legal and Democratic Services Manager in advance of the meeting. (For the assistance of members a checklist for use in considering their position on any particular item is included at the end of this agenda sheet.)

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4. **MINUTES**
To receive as a correct record, the minutes of the previous meeting held on:
- a) **Wednesday, 26 February 2020** 43 - 60
- b) **Wednesday, 24 June 2020 (Annual Meeting)** 61 - 66
5. **ANNOUNCEMENTS BY THE MAYOR AND/OR THE CHIEF OPERATING OFFICER**
6. **TO ANSWER ANY QUESTIONS UNDER THE PROVISIONS OF COUNCIL PROCEDURE RULE 10.2**
7. **MINUTES OF COMMITTEES**
To receive the minutes of the following meetings, to confirm, if appropriate, such of the minutes as require confirmation and to pass such resolutions as the Council may deem necessary:
- a) **Planning Committee - Minutes of the meeting held on Thursday, 19 March 2020** 67 - 70
- b) **Planning Committee - Minutes of the meeting held on Thursday, 23 April 2020** 71 - 74
- c) **Planning Committee - Minutes of the meeting held on Thursday, 21 May 2020** 75 - 78
- d) **Licensing & Appeals Committee - Minutes of the meeting held on Tuesday, 2 June 2020** 79 - 82
- e) **Planning Committee - Minutes of the meeting held on Thursday, 18 June 2020** 83 - 86
8. **UPDATE TO THE COMMUNITY INFRASTRUCTURE LEVY AND SECTION 106 GOVERNANCE AND EXPENDITURE FRAMEWORK** 87 - 132
To consider the report of the Corporate Director of Place & Communities.
9. **WEST LANCASHIRE ELECTORAL REVIEW - ELECTORAL CYCLE** 133 - 140
To consider the report of the Chief Operating Officer.
10. **FINANCE UPDATE** 141 - 152
To consider the report of the Head of Finance, Procurement and Commercial Services.
11. **REVIEW OF THE COMMERCIAL PROPERTY PORTFOLIO** 153 - 196
To consider the report of the Corporate Director of Transformation & Resources.

12. **COUNCIL PLAN ANNUAL REPORT 2019/20**
To consider the report of the Corporate Director of Transformation & Resources. 197 - 230

13. **TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR PERFORMANCE 2019-20**
To consider the report of the Head of Finance, Procurement and Commercial Services. 231 - 238

14. **MOTIONS**
To consider the following Motions included on the agenda at the request of the Members indicated:

a) **Fair Funding for Lancashire Constabulary - Motion included on the agenda by Councillor Coughlan on behalf of the Labour Group**

"This council calls for fair funding for Lancashire Constabulary and the return of the numbers of police officers that Lancashire has lost since 2010.

This council notes that Lancashire Constabulary has seen amongst the highest level of cuts of any police force in the country with a reduction of 753 police officers. That cuts have consequences and this has meant that Lancashire has seen an increase in violent crime, knife crime, county lines (drug dealing) and even homicides.

By contrast, many forces in the south of England have seen no impact from austerity. Surrey, for example, has had a reduction of just 8 police officers (government figures) since 2010 and yet will receive 78 back this year. At the same time Lancashire will be allocated additional funding for just 153 police officers. This year Surrey will have 70 more police officers than in 2010 whilst in Lancashire we will still have 600 fewer. This is unfair, unjust and simply unacceptable. Lancashire is not a second class county and we should not be treated as one.

This council wholeheartedly supports the campaign of our Police & Crime Commissioner to get fair funding for Lancashire Police and our Bobbies back on the streets of Lancashire, not more in leafy Surrey!!"

b) **Apprenticeships - Motion included on the agenda by Councillor Owens on behalf of the Our West Lancashire Group**

"Council notes that this Council is increasing the number of apprenticeships offered within the organisation and that a number of apprenticeships have been started in recent months or are scheduled to start shortly and this is to be warmly welcomed.

However, council further notes with concern that the effects of the Covid-19 pandemic on the employment prospects of young people have been very negative. Youth charity, Impetus point out:

- That in June 2020 twice as many young people are now claiming unemployment benefits compared to March 2020, with 13% of the

- youth labour force now claiming benefits.
- That this summer, a further 500,000 young people will leave education and try to enter the labour market.
- Young people are 2.5 times as likely to work in shut-down sectors, accounting for 30% of all 18-24 year olds. This has meant that one-third of 18-24 year olds – excluding students – have either lost their jobs or been furloughed. That's double the rate of prime age adults.
- 9% of non-full-time students have lost their main job since COVID-19 hit – three times higher than the average figure.

Therefore, Council resolves to:

- Create additional new 2-year Level 3 apprenticeships directed at the 18-25 year old age range. These apprenticeships to be additional to those already planned by the council and agrees to provide £100,000 from GRA reserves and £100,000 from HRA reserves to fund these additional apprenticeship roles.
- Use the commitment to apprenticeships for young people that these additional apprenticeships demonstrate to engage with the wider business community in West Lancashire to encourage greater provision of apprenticeships for young people in West Lancashire during 2020/21."

15. EXCLUSION OF PRESS AND PUBLIC

It is recommended that members of the press and public be excluded from the meeting during consideration of the following item(s) of business in accordance with Section 100A(4) of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 3 (Financial/Business Affairs) & 4 (Labour Relations) of Part 1 of Schedule 12A to the Act and as, in all the circumstances of the case the public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

PART 2 - NOT OPEN TO THE PUBLIC

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| 16. | LEISURE CONTRACT EXTENSION - SHORT TERM MEASURES IN RESPONSE TO COVID 19 | 239 - 252 |
| | To consider the report of the Corporate Director of Place & Communities. | |
| 17. | REVISED CHRISTMAS WORKING ARRANGEMENTS AND CHANGES TO THE HARMONISATION AND SINGLE STATUS DOCUMENT | 253 - 308 |
| | To consider the report of the Corporate Director of Transformation & Resources. | |

We can provide this document, upon request, on audiotape, in large print, in Braille and in other languages.

MOBILE PHONES: These should be switched off or to 'silent' at all meetings.

For further information, please contact:-

Jacky Denning on 01695 585384

Or email jacky.denning@westlancs.gov.uk



REMOTE MEETINGS – GUIDANCE

This guidance is designed to assist members when attending remote meetings.

The guidance should be read in conjunction with the Council's Remote Meetings Protocol and Procedures Rules

General

1. If members wish to speak on a particular item it will assist the smooth running of the remote meeting if they indicate to the Chairman their wish to speak in advance of the meeting.
2. Please join the meeting no later than 15 minutes before the start of the meeting to ensure that the technology is working correctly.
3. It is a requirement of the remote meetings regulations that any member participating in a remote meeting must be able to be heard (and if practicable also be seen) by all other members, officers and public speakers participating in the meeting and, in turn, be able to hear (and if practicable see) those persons.
4. It is also a requirement that the meeting be live broadcast and so any camera (video-feed) should show a non-descript background and members should take care to ensure that no exempt or confidential papers can be seen in the video-feed.
5. At the start of the meeting please ensure that your microphone is muted and your video feed (if available on your device) is paused. Please remember to unmute your microphone (and unpauses your video feed if available) when invited to speak by the Chairman!
6. At the start of the meeting the Member Services Officer will read out which Members and Officers are present. The attendance of members will be recorded.

7. Please remember to mute your mic/pause your video feed when you're not talking.
8. Only speak when invited to by the Chair.
9. Please state your name before you make an address.
10. If you're referring to a specific page or slide mention the page or slide number.
11. In the event of failure of the live broadcast then the Chairman will immediately adjourn the meeting until such time as the live broadcast is restored.
12. In the event that a member's individual remote connection should fail, the Chairman will call a short adjournment to determine whether the connection can be re-established (either by video technology or telephone connection). If connection cannot be restored after a reasonable period of time then the presumption is that the meeting should continue, providing the meeting remains quorate.
13. If connection to a member is lost during discussion of an item of business at a regulatory meeting (planning and licensing committees) that member will not be able to vote on that item (unless that part of the discussion during which connection was lost is, in the view of the Chairman, capable of being repeated for the benefit of the member concerned).

Public speaking

14. Any member of the public participating in a meeting remotely in exercise of their right to speak must be able to be heard (and if practicable also be seen) by members, officers and public speakers participating in the same item of business and, in turn, be able to hear (and if practicable see) those persons.
15. The Member Services Officer will mute the member of the public once they have spoken and remove them from the remote meeting on the instruction of the Chairman once the relevant item of business has been dealt with. Note: members of the public will be able to view/listen to the remainder of the meeting via the live broadcast.

Voting

16. Unless a recorded vote is called by a member, the method of voting will be, at the discretion of the Chairman, by:
 - General assent by the meeting (where there is no dissent); or
 - By the Member Services Officer calling out the name of each member present with members stating "for", "against" or "abstain" to indicate their vote when their name is called. The Member Services Officer will then clearly state the result of the vote (to be confirmed by the Chairman)
17. Details of how members voted will not be minuted, unless a recorded vote is called for prior to the vote taking place.

Declarations of Interest

18. Any member participating in a remote meeting who declares a disclosable pecuniary interest, or pecuniary interest that would normally require them to leave the room in which the meeting is taking place must leave the remote meeting. Their departure will be confirmed by the Member Services Officer who will invite the relevant member to re-join the meeting at the appropriate time.

Exclusion of the Press and Public

19. There are times when council meetings are not open to the public when confidential, or "exempt" items (as defined in Schedule 12A of the Local Government Act 1972) are under consideration. The Member Services Officer will ensure that there are no members of the public in remote attendance and the live broadcast is ended, once the exclusion has been agreed by the meeting for that item(s).
20. Every Member in remote attendance must ensure there are no other persons present in their remote location who are able to hear, see or record the proceedings (unless those such persons are also entitled to be so present). Members must declare to the meeting, if at any point during discussion of the item, this requirement is not met.